

**WADENA COUNTY BOARD OF COMMISSIONERS ADJOURNED BOARD
MEETING JUNE 22, 2007/9:00 A.M.**

The Wadena County Board of Commissioners Meeting was held on Friday, June 22, 2007, at the Wadena County Courthouse in the Commissioners Room at 415 Jefferson St. S., Wadena, Minnesota. The meeting was called to order at 9:00 a.m. by Chairman Bill Stearns and the pledge of allegiance to the flag was said.

Also present: Commissioners Dave Schermerhorn, Orville Meyer, Mary Harrison, and Lane Waldahl.

Motion by Meyer, seconded by Schermerhorn, to approve the day's agenda as presented, motion carried.

Approval of the June 5, 2007 Board Minutes tabled until the July 3, 2007, Board Meeting.

Scott McKellep, Emergency Management Director, came before the Board with a proposed addition and amendment of the Wadena County Personnel Policy. He provided the Board with a sample Wadena County Storm Safety Policy and Evacuation Policy (article 30.05). He pointed out that the amendment of the Evacuation Policy (article 30.05) changed the chain of command for the Courthouse from the "Auditor/Treasurer, Safety Officer(s), Emergency Manager or MIS Director" to the "Public Health Director, Emergency Management Director, Sheriff, Auditor and MIS Director" in the case of a health hazard. Mr. McKellop reported that the Storm Safety Policy, should the severe weather alarm be sounded, stated the chain of command to be the Safety Officer(s), Law Enforcement, County Board members and Emergency Management, or designees, as well as defining employee procedures.

Commissioner Stearns stated that adverse weather conditions and other safety issues should be addressed together and recommended Mr. McKellep meet with the Auditor/Treasurer to review the policies and report back to the Board before any action be taken.

Rudy Yglesias, Maintenance Superintendent, came before the Board to inform them that the Jail roof had been repaired by Steve Erickson, A-Plus Construction, who had reported that he felt the present roof would last between four to five additional years. Mr. Yglesias recommended the Board put away \$20,000 per year to replace the roof in four to five years. It was suggested that Mr. Yglesias include this expense in his 2008 Maintenance Budget.

Commissioner's reports:

Commissioner Stearns - E-Waste Conference

The Board recessed at 9:25 a.m.

The Board reconvened at 9:30 a.m. in the Courthouse Auditorium.

Karen Nelson, Public Health Director, introduced Renee Frauendienst, Stearns County Public Health Department, to the Board. Also present were Paul Sailer, Social Services Director, Tom Speed, Jail Administrator, Kevin Lohmiller, Todd-Wadena Community Corrections. She stated that Ms. Frauendienst would be providing information and a power point presentation on the Stearns County Jail Discharge Plan called RAP (Release Advance Plan).

Ms. Frauendienst reported that the Stearns County RAP program was implemented in 2003 with a goal to increase coordination with other Human Services programs prior to inmates release from Jail. She stated that the Plan reflected collaboration between Human Services and Jail Administration/Sheriff's Office, consisted of a multi-discipline team, addressed post-incarceration needs with a goal of impacting recidivism. Ms. Frauendienst further provided statistical information.

Questioned were asked whether this was Court ordered or voluntary, whether Probation Officers were included in this process, the time frame of the process and how data was collected outside of the County?

Ms. Frauendienst responded that participation in the Plan was voluntary, Probation was involved when appropriate, explained the time frame of the process and stated there was not a good way of collecting data outside of the County.

Paul Sailer, Social Services Director, stated that, on behalf of Wadena County Public Health, Social Services, County Sheriff and Probation, they were requesting Board consideration in submitting a South County Health Alliance (SCHA) Grant application in the amount of \$20,000 for the development of a model similar to Stearns County that would include a team made up of representatives from the Sheriff's Department, Corrections, Public Health, Social Services, etc who would work with an inmate to create a plan to put in place upon discharge from jail. This plan would include employment, housing, health care, etc. He added that, if received, to consider the submission of a \$60,000 grant application to South Country Health Alliance to add a Care Coordinator to work with the team plus provide 90 days of community follow up. Mr. Sailer pointed out that the goal of the program would be to reduce recidivism, improve health and lower long term medical costs for the Wadena County Jail Inmates. He also stated that this was one time funding and, if received and the County wanted to continue the program, additional funding would have to be found.

Motion by Meyer, seconded by Waldahl, to authorize the development of a \$20,000 grant application for the purpose of developing a "Release Advance Plan" similar to Stearns County and submit a \$60,000 grant application for the purpose of adding a "Care Coordinator to the team to be submitted to the South Country Health Alliance, motion carried.

Tom Speed, Jail Administrator, informed the Board that Kari Carpenter, Jailer/Dispatcher, had resigned. He stated that the position had been posted in-house and Mr. Speed was recommending the appointment of part-time Jailer/Dispatcher Chad Haltren to the full-time position, as of July 1, 2007.

Mr. Speed informed the Board that the Aviande' Food program had been very well received and that the State Jailer Inspector had noted Aviande' was a big plus. Mr. Speed also distributed a Housing Out-of-County Prisoner's spreadsheet which indicated a 2007 County expense of \$52,730.

The Board commented on their previously expressed concern of only \$60,000 being included in the 2007 Budget.

Motion by Waldahl, seconded by Schermerhorn, to approve the appointment of Chad Haltren to the Jailer/Dispatcher position at Grade 51, Step 1, start date of July 1, 2007, motion carried.

Karen Nelson, Public Health Director, came to the Board for a Budget clarification matter questioning what percent could be agreed upon for all Department Heads for projections for the 2008 budget for health insurance.

The Board advised her that the Social Services Board recommended using a 14% increase for the health insurance premium, which would be used by all Department Heads.

Ms. Nelson requested authorization to sign renewal contracts for providing School Health Nursing services, which reflected a 4% increase. She added that the Menahga School had dropped off from this contract.

Motion by Meyer, seconded by Waldahl, to authorize the Public Health Director to sign a renewal contract to provide School Health Nursing services for the period of 7/1/07 to 6/30/08 at \$33.16/hour for the Verndale School District 819 and Wadena/Deer Creek School District 2155 - St. Ann's, motion carried.

Jeff Adolphson, Assistant Highway Engineer, came before the Board on behalf of the Highway Engineer, to request approval of the hiring of Jason Miller as recommended for the maintenance worker position for the Highway Department, which had been posted and closed June 1, 2007. He stated that 72 applications had been received for the opening.

Motion by Schermerhorn, seconded by Meyer, to approve the appointment of Jason Miller to the Highway Department Maintenance Worker position at Grade 51, Step 5, start date of July 9, 2007, motion carried.

Mr. Adolphson provided the Board with an update date on current Highway projects.

Commissioner Waldahl questioned whether there was a ordinance or policy at the Highway Department regarding the placement of driveways.

Mr. Adolphson responded he was not aware of one but felt it was best if access could be limited on a County Road with preference of using a Township Road. He stated he would inform the Highway Engineer of the question.

Motion by Meyer, seconded by Schermerhorn, to approve a request from County employee Jo Dooley for Family Medical Leave (FMLA) during the period of May 30, 2007 to August 21, 2007, motion carried unanimously.

Motion by Meyer, seconded by Schermerhorn, to approve payment of the Board of Commissioner bills in the amount of \$136,301.81, motion carried.

Commissioner Stearns referred to a letter from Mr. Yglesias regarding clothing allowance.

Ms. West reported that she had e-mailed the Board's questions to the Labor Attorney, had not yet discussed the matter with him, but would report to the Board during the July 3rd meeting.

Chairman Stearns stated that he would like to appoint the following committee members to review the available alternatives for supervision of the Maintenance Department, develop job descriptions, if not available, and make recommendation to the Board; the Auditor/Treasurer, Highway Engineer, Public Health Director, Social Services Director, Jail Administrator, and Commissioner Schermerhorn and Commissioner Meyer.

Ms. West was requested to set up an initial meeting to accomplish this.

Commissioner Reports, Continued:

Commissioner Stearns -	Perham Incinerator
Commissioner Waldahl -	CHAMPS
Commissioner Schermerhorn -	NRCS
Commissioner Meyer -	Bargaining of Health benefits to be put on the July 3, 2007, Board Meeting Agenda Leadership Conference August 15 -17, 2007

Commissioner Stearns commented Cass County had a job performance review with Department Heads at a closed Board Meeting and questioned this being a possibility for Wadena County? He added that the Administrator from Stearns County would be willing to come to help set this up.

Board expressed interest in research the possibility of conducting employee performance reviews.

Motion by Schermerhorn, seconded by Waldahl, to adjourn the Board of Commissioners Meeting at 11:42 a.m., motion carried.

Charleen West, Auditor/Treasurer

William Stearns, Chairman